

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Intelligence School

DATE: 10 September 1958

FROM : Chief, Orientation Faculty, IS

SUBJECT: Weekly Activities Report #35, 3 - 9 September 1958

1. Intelligence Orientation

A. A total of 54 students is enrolled in IO #24 that began on 8 September. Mr. [] of the Intelligence Production Faculty is assisting the Orientation Faculty as an instructor in the seminar sessions.

B. Mr. [] DAD/OBI, will lecture on the NIS Program in place of Captain [].

C. In the absence of Mr. [], SSA/DDS, Mr. [] of the Orientation Faculty will deliver the lecture on The Support Structure of CIA.

D. Mr. [] has completed the revision of the new review exercises which will be introduced in the present course. These exercises, originally devised by the A&E Staff include:

1. A crossword puzzle involving understanding of intelligence terminology.
2. A matching test dealing with functions and responsibilities of the USIB agencies.
3. A blank CIA organizational chart to be filled in according to definitions listed on a separate key.

2. Exhibits

A. Last week Messrs. [] checked through all materials for both exhibits and marked on each its position on the auditorium floor, discarding those no longer in use.

B. We are expecting a large turnout of visitors from other USIB agencies at the Intelligence Products Exhibit on 18 September. NSA plans to send about 160 visitors, and about 40 more are expected from Army, Navy and State Department.

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C. The display area in the rear of the auditorium is about completed. A map showing location of the [] throughout the world is still to be mounted. Beginning 10 September the area will be used to display intelligence products and other items relating to each lecture as it is being presented.

3. Briefings

A. The end of the vacation season has brought an increase in attendance at the weekly Current Intelligence Briefings. Attendance at the briefing on 5 September was approximately 50, about double that of the previous week.

A report has been sent to the Registrar, OTR, summarizing the composition of the group attending these briefings for a three week period (15, 22, and 29 August). Of a total of 92 attending, 59 were from DD/S offices, 11 from DD/I, and 22 from DD/P. Grades ranged from GS-3 to GS-15.

B. On 9 September Mr. [] attended an intelligence briefing given by Mr. [] for Foreign Service Officers attending the Mid-Career Course. Mr. [] is familiarizing himself with the various types of briefings given by Mr. [] so that he can act for him in his absence.

4. Personnel Notes

A. Dr. [] transferred to the SE Division, DD/P, on 8 September. His services as both lecturer and exhibit coordinator have been invaluable and will be missed. The Chief, OF, is reviewing personnel files in search of a suitable replacement.

B. Dr. [] returned from annual leave on 8 September.

C. Mr. [] attended several open meetings of the American Psychological Association last week at the Hotel Statler. He has been a member of the Association since 1951.

D. Mr. [] is enrolled in the Effective Speaking course which began on 8 September.

E. Mrs. [] was on sick leave 3 - 4 September.

F. Miss [] was on annual leave 4 September.



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